

Editor – Australian Journal of Herbal Medicine

Founded in 1920, the National Herbalists Association of Australia is Australia's oldest professional association of complementary therapists. Representing naturopaths and western herbal medicine practitioners, the NHAA is the only national professional association specifically concerned with the practice and education of Western Herbal Medicine in Australia.

The Australian Journal of Herbal Medicine (AJHM) is Australia's leading herbal publication. A thoroughly modern, peer reviewed and clinically relevant journal, the AJHM can trace its origins back to publications issued by the Association as long ago as the 1930s.

Issued quarterly, the AJHM publishes material on all aspects of western herbal medicine including philosophy, phytochemistry, pharmacology and the clinical application of medicinal plants.

The NHAA is currently seeking to contract an appropriately qualified and experienced individual to fill the position of Editor – Australian Journal of Herbal Medicine to deliver a quality academic journal that continues to inform, inspire and educate the profession.

Specifically, the Editor will be accountable for:

- Transitioning the publication to a reputable publisher;
- Implementing the objectives of the journal as outlined in the Association's Strategic Plan;
- Working with and arranging meetings of the Editorial Board in accordance with the Terms of Reference;
- Providing written reports to the Company Secretary for inclusion in Board meeting papers;
- Overall quality and content of the Journal;
- Operation, production, policy and management of the journal;
- Directing the timely solicitation, evaluation, selection and editing of manuscripts and other materials to be published in the Journal, in liaison with Associate Editors; and
- Liaising and coordinating with Associate Editors to assign manuscripts and ensure peer review.

Applicants will need to demonstrate:

- Experience in all aspects of producing and publishing academic journals including working with a reputable publisher;
- Exemplary sub-editing, grammar and punctuation skills;
- An absolute focus and commitment to quality;
- Experience in working to tight deadlines and with multiple stakeholders;
- An ability to work effectively with an Editorial Board, preferably in a not-for-profit, membership-based association;
- A commitment to the vision and objectives of the NHAA; and
- Qualifications in Western Herbal Medicine / Naturopathy.

It is envisaged that a 2-year service contract will be offered.

Enquiries and expressions of interest should be submitted by 18th May 2016 to:

Andrew Hamilton, Executive Officer via a.hamilton@nhaa.org.au

